

ADMIN. INTERNAL USE ONLY

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10 APR 1981

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201 FILE
3 EXEC. REG.

MEMORANDUM FOR: Director of Personnel Policy, Planning, and Management

THROUGH: Deputy Director for Science and Technology

FROM: Director, Foreign Broadcast Information Service

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SUBJECT: Request for Advance In-Hire for

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1. Paragraph 4 contains a request for your approval.

2. is an applicant whom FBIS would like to hire as a contract employee translator to work on a special Spanish language translation project.

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3. earned her B.S. and M.S. degree from Virginia Polytechnic Institute in sociology and urban planning respectively. Of utmost interest to FBIS, however, is her fluent Spanish language ability in writing, speaking, translating, and her knowledge of science and engineering terminology. She has spent the last ten years doing scientific and technological research for the country of Colombia.

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4. FBIS has been actively recruiting qualified applicants for its technical Spanish translation project and feels is the best candidate to date. Her high competence in technical terminology, fluency in Spanish, and level of education make her an outstanding, highly competitive applicant. Therefore FBIS requests permission to hire as a GS-11, step 7, \$26,986 per annum.

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CONCUR:

Deputy Director for Science and Technology

Date

ADMIN. INTERNAL USE ONLY

SUBJECT: Request for Advance In-Hire for

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APPROVED:

Director of Personnel Policy, Planning, and
Management

Date

DDS&T/FBIS-Pers/([redacted] 29 April 1981)

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